

MARYLAND SMALL BUSINESS DEVELOPMENT FINANCING AUTHORITY

OPEN MEETING MINUTES

April 14, 2022

The regular meeting of the Maryland Small Business Development Financing Authority convened at 1:00 p.m. via teleconference only at 470-869-2200/meeting ID 428-245-6027 due to the COVID-19 pandemic.

The following were in attendance at this meeting:

| Authority Members | MMG Staff |
|-------------------|------------------|
| Les Hall | Randy Croxton |
| Clemis Kaikis | Anthony Williams |
| Gina Ramsey | Mike Howard |
| Laura Pasternak | Mark Harrison |
| Sharon Pinder | Timothy Smoot |
| Chuck Martin | Anica Ashbourne |
| Mara Sierocinski | Robin Harris |

Attorney General's Office
Barbara Kountz, Deputy Counsel

AGENDA

MINUTES

March 24, 2022

EXTENSIONS

Lyles Cleaning Services, LLC
MainStreet Technologies, Inc.
Williams Consulting, LLC

MODIFICATION

ZWE Logistics, LLC dba Compost Crew

NEW REQUEST

CPB 1 LLC dba Chaps Bit Beef Glen Burnie
MAR Trucking, LLC
Serenity Empire MD, LLC dba Taylor Farm Assisted Living

The closed session of March 24, 2022, meeting was summarized. The Authority Board meeting was attended by Les Hall, Clem Kaikis, Gina Ramsey, Laura Pasternak, Sharon Pinder, Mara Sierocinski, and Chuck Martin. The meeting was closed to comply with requirements of the Maryland Public Information Act so that there would not be disclosure of confidential, commercial, and financial information associated with the applicants. The meeting was closed to discuss the new request of Glam Institute Academy of Nail Technology, LLC. The request was approved.

Glam Institute Academy of Nail Technology, LLC - \$50,000 EPIP term loan

MINUTES

March 24, 2022

Action Taken: Upon motion duly made and seconded, the Authority unanimously approved the minutes as presented.

EXTENSION

Presenter: Randy Croxton

Applicant: Lyles Cleaning Services, LLC

Loan Amount: \$150,000 Line of Credit (mobilization of up to \$25,000)

Original Approval Date: February 11, 2016

Comments: Approval was requested for a 30-day maturity date extension of the line of credit through May 12, 2022, to allow more time to prepare a renewal request.

Discussion: The following was discussed:

1. Status of the pending renewal
2. Outstanding balance of the line of credit; anticipation of an increase of the balance
3. Status of the term loan; balance
4. Chances of the company identifying a bank to take out the MSBDFA facility

Action Taken: Upon motion duly made and seconded, the Authority unanimously approved the request as presented.

EXTENSION

Presenter: Randy Croxton

Applicant: MainStreet Technologies, Inc.

Loan Amount: \$500,000 Contract Financing Line of Credit

Original Approval Date: March 31, 2016

Request: Approval was requested for a 30-day maturity date extension of the line of credit through May 12, 2022, to allow more time to prepare a renewal request.

Discussion: The following was discussed:

1. Anticipated graduation date
2. Maturity date of the facility
3. Reason(s) for the delay in the company submitting the requested financial statement information
4. MSBDFA's general practices for timing of requesting financial information in preparation for renewals

Action Taken: Upon motion duly made and seconded, the Authority unanimously approved the request as presented. MMG was requested to express the Authority's concern regarding the delay in the company submitting the requested financial information.

EXTENSION

Presenter: Anthony Williams

Applicant: Williams Consulting, LLC

Loan Amount: \$150,000 EPIP Revolving Line of Credit
(mobilization up to \$25,000)

Original Approval Date: March 8, 2018

Comments: Approval was requested for a 30-day maturity date extension of the line of credit through May 12, 2022, to allow more time to prepare a renewal request.

Discussion: There was limited discussion regarding the pending documents needed to prepare a renewal request.

Action Taken:

Upon motion duly made and seconded, the Authority unanimously approved the request as presented. MMG was requested to express the Authority's concern regarding the delay in the company submitting the requested financial information.

The Open Meeting adjourned at 1:25 p.m.

APPROVED:

Celester A. Hall

Celester A. Hall
Chairman

DATE:

5-12-22

MARYLAND SMALL BUSINESS DEVELOPMENT FINANCING AUTHORITY

**PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING
UNDER THE OPEN MEETINGS ACT
(General Provisions Article § 3-305)**

1. Recorded vote to close the meeting:

Date: April 14, 2022

Time: 1:30 pm – 2:45 pm

Location: Held by conference call only due to COVID 19 pandemic at
470.869.2200/428 245 6027

Motion to close meeting made by: Laura Pasternak; Seconded by Gina Ramsey

Vote to Close Session:

| | AYE | NAY | ABSTAIN | ABSENT |
|---|-------|-----|---------|--------|
| Celester Hall, Chair, Designee Secretary of Commerce | [x] | [] | [] | [] |
| Clemis Kaikis, designee of Comptroller | [x] | [] | [] | [] |
| Charles Martin | [x] | [] | [] | [] |
| Kehinde Oreagba | [] | [] | [] | [x] |
| Laura Pasternak | [x] | [] | [] | [] |
| Sharon Pinder | [x] | [] | [] | [] |
| Gina Ramsey | [x] | [] | [] | [] |
| Mara Sierocinski | [x] | [] | [] | [] |

2. Citation of statutory authority to close session (check all that apply): This meeting is being closed under General Provisions Article § 3-305(b), only:

____ (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals;

- ___ (2) To protect the privacy or reputation of individuals concerning a matter not related to public business;
- ___ (3) To consider the acquisition of real property for a public purpose and matters directly related thereto;
- ___ (4) To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;
- ___ (5) To consider the investment of public funds;
- ___ (6) To consider the marketing of public securities;
- X** (7) To consult with counsel to obtain legal advice on a legal matter;
- ___ (8) To consult with staff, consultants, or other individuals about pending or potential litigation;
- ___ (9) To conduct collective bargaining negotiations or consider matters that relate to the negotiations;
- ___ (10) To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans;
- ___ (11) To prepare, administer, or grade a scholastic, licensing, or qualifying examination;
- ___ (12) To conduct or discuss an investigative proceeding on actual or possible criminal conduct;
- X** (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;
- ___ (14) Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, *if* public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

3. Disclosure of the topics to be discussed, for each citation checked above:

§3-305(b)(13) topics: Discussion and evaluation of the applications received from potential borrowers for financial assistance under programs of the Maryland Small Business Development Financing Authority, which applications include the disclosure of financial information of private individuals and confidential commercial and financial information.

§3-305(b)(7) topics: Legal advice from counsel to the Authority with respect to the applications.

4. For each topic listed in #2, disclosure of the reason for discussing it in closed session rather than in open session:

§3-305(b)(13): Financial information of private individuals is protected from disclosure under the Maryland Public Information Act (§4-336) and confidential commercial and financial information is protected from disclosure under the Maryland Public Information Act (§4-335).

§3-305(b)(7): Protection of the attorney-client privilege.

This statement is made by Celester Hall, Chair of the Maryland Small Business Development Financing Authority, Presiding Officer.

A handwritten signature in blue ink, appearing to read "Celester Hall", is written over a horizontal line.

Celester Hall
Chair